

NAVSTA NORVA INSTRUCTION 9820.1H

Subj: REGULATIONS GOVERNING TRANSPORTING OF PERSONNEL ON  
FLOATING CRAFT UNDER OPERATIONAL CONTROL OF NAVAL  
STATION, NORFOLK

Encl: (1) Release of Responsibilities Agreement (NAVY)  
(2) Release and Indemnity Agreement (MORAN)

1. Purpose. This instruction promulgates regulations relative to the transporting of personnel aboard floating craft under the operational control of Regional Port Operations.

2. Cancellation. NAVSTANORVAINST 9820.1G.

3. Scope. These regulations are applicable to all service craft and floating equipment under Regional Port Operations control.

4. Exceptions. The provisions of this instruction are not applicable to boats owned by Regional Morale Welfare and Recreation or Navy Facility Engineering Command Mid-Atlantic.

5. Authorized Personnel

a. The following personnel are authorized to board and to be transported in service craft, government contracted tugs, Navy small boats and other floating equipment for performance of assigned duties.

(1) Tug Crews.

(2) Port Operations personnel.

(3) Military members of the Armed Forces.

(4) Department of Defense employees.

(5) Representatives of commercial firms under contract. Requires execution of enclosure (1) or enclosure (2) as appropriate prior to embarkation.

NAVSTANORVAINST 9820.1H  
N3

b. Transportation

(1) The personnel in paragraph 5a may be permitted to board and be transported in service craft, Navy small boats, government contracted tugs or other floating equipment, when so authorized by the Regional Port Operations Officer. Enclosure (1) or enclosure (2), must be executed prior to embarkation.

(2) The following personnel may be permitted to board and to be transported in service craft, government contracted tugs, Navy small boats or other floating equipment when so authorized by the Program Director or Regional Port Operations Officer. Enclosure (1) or enclosure (2), must be executed prior to embarkation.

(a) Media personnel properly processed through Public Affairs.

(b) Midshipmen, JROTC, ROTC students, and Naval Sea Cadets.

c. All other personnel shall be denied permission to board or be transported in any service craft or item of floating equipment under the cognizance of Naval Station, Norfolk except in cases where specific permission has been granted by the Commanding Officer. Enclosure (1) or enclosure (2) must be executed prior to embarkation.

6. Safety. Craft Master/Port Operations personnel will ensure visitors are closely monitored while on board government contracted tugs/utility craft, and that all exercise safety.

G. L. BECKER

Distribution: (NAVSTANORVAINST 5215.3N) List I  
NAVSTA CDO and OOD (10 Copies)  
NAB Port Operations OIC  
NNSY Port Operations OIC  
NWS Port Operations OIC  
MHC Port Operations OIC

NAVSTANORVAINST 9820.1H  
N3

**RELEASE OF RESPONSIBILITIES AGREEMENT (NAVY)**

"FOR AND IN CONSIDERATION OF BEING PERMITTED TO RIDE AS A PASSENGER IN SERVICE CRAFT OPERATED BY OR ON BEHALF OF THE UNITED STATES OF AMERICA, FOR AND ON BEHALF OF MYSELF, MY PERSONAL REPRESENTATIVES, HEIRS AND ASSIGNS, I HEREBY RELEASE AND DISCHARGE THE UNITED STATES, ITS AGENTS, SERVANTS OR EMPLOYEES FROM ANY AND ALL CLAIMS FOR PROPERTY DAMAGE AND/OR PERSONAL INJURY OR DEATH RESULTING FROM OR DURING SAID CRUISE OR CRUISES OR CONTINUANCES THEREOF OR FROM DOCKING/UNDOCKING OPERATIONS INCIDENT THERETO."

PLACE: NAVAL STATION, NORFOLK, VIRGINIA

FULL NAME: \_\_\_\_\_

PERMANENT ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(SIGNATURE)

\_\_\_\_\_  
(WITNESS)

\_\_\_\_\_  
(DATE)

NAME AND ADDRESS OF PERSON TO BE NOTIFIED IN AN EMERGENCY:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Enclosure (1)